**Venice Presbyterian Church**

**Associate Pastor**

Reports To: Executive Director – Administration and Operations

Senior Pastor – Worship and Pastoral Responsibilities

The Associate Pastor is a full-time ordained position with a call to ministry for connecting people to Christ. This Pastor will be responsible for helping persons build authentic connections through caring ministries, ensure members and visitors are welcomed at the front door, seen, heard and cared for as a part of our church family.

Major Responsibilities

* Champion the importance of sharing life together in the Body of Christ, and ensure that all individuals who are part of VPC find a place of authentic connection with others.
* Connect with guests, and lead the process of visitor and new member connection.
* Lead small group ministries, equip group leaders, and develop strategies for encouraging small group involvement, and for deepening Christ-centered connection among small group participants.
* Oversee VPC’s network of caring ministries, including the development of new ministries of compassion that provide places of Christ-centered connection and healing.
* Lead with passion, people of all ages, to find authentic connection and community in Christ.
* Visit hospitalized, homebound members or members in care facilities, as part of the overall pastoral team.
* Regularly contact lay Shepherds for communion and equipping
* Serve on the Stephen Ministry Leadership Team and participate in monthly leadership meetings; lead a peer group meeting, and assist in training of new Stephen Ministers
* Participate regularly in Sunday worship leadership
* Preach as requested by the Senior Pastor
* Lead Wednesday Morning Communion on a rotating basis
* Engage in a weekly Leadership Developement meeting, weekly staff prayer gathering, and periodic staff events
* Participate actively in diserning God’s will together as a member of Session
* Provide monthly reports of goals etc. to Executive Director and Senior Pastor
* Other pastoral duties as directed by the Session, Senior Pastor, and Executive Director

Leadership Responsibilities:

* Ongoing spiritual growth and development